



County of Los Angeles  
**CHIEF ADMINISTRATIVE OFFICE**

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DAVID E. JANSSEN  
Chief Administrative Officer

January 5, 2005

To: All Department Heads

From: David E. Janssen  
Chief Administrative Officer

Board of Supervisors  
GLORIA MOLINA  
First District

YVONNE B. BURKE  
Second District

ZEV YAROSLAVSKY  
Third District

DON KNABE  
Fourth District

MICHAEL D. ANTONOVICH  
Fifth District

**AID TO TSUNAMI VICTIMS IN INDIA, INDONESIA, SRI LANKA AND THAILAND**

On Tuesday, January 4, 2005, the County of Los Angeles Board of Supervisors took action to assist recent victims of the tsunami in Southern Asia. Chair Gloria Molina introduced a motion recommending that County employees consider making voluntary financial donations to the American Red Cross International Response Fund. Supervisor Michael D. Antonovich added the Salvation Army and Doctors Without Borders to the list of recipient organizations.

Supervisor Don Knabe suggested, and the Board approved, that the County use the same donation process that was in place for victims of September 11, 2001. For the 9/11 campaign, all voluntary contributions were sent to the Chief Administrative Office (CAO), Workplace Programs Office, and a check was sent to the New York United Way for distribution to agencies assisting the victims.

The CAO Workplace Programs Office was able to secure a commitment from the New York United Way that all 9/11 contributions would go directly to the relief agencies without any deductions for administrative costs. We are in the process of obtaining a similar agreement with the American Red Cross International Response Fund, the Salvation Army, and Doctors Without Borders. We will keep you informed about these agreements.

For the tsunami fundraising efforts, County employees are asked to make their checks payable to the **L.A. County Volunteer Fund** and please write "Tsunami Relief" on the memo line. Please submit the donations to the CAO Workplace Programs Office at 500 West Temple Street, Room B-1, Los Angeles, CA 90012.

If you require additional information, please contact Victoria Pipkin-Lane, Director of the CAO Workplace Programs Office, (213) 974-2495, or via e-mail at [vpipkinlane@cao.co.la.ca.us](mailto:vpipkinlane@cao.co.la.ca.us); or Patricia Mannatt of her staff at (213) 974-0187, or at [pmannatt@cao.co.la.ca.us](mailto:pmannatt@cao.co.la.ca.us).

DEJ:GK  
VPL:PMM:mst

c: Each Supervisor

tsunami aid